



THREE RIVERS COLLEGE

Invocation

**Approval
of the
May Agenda**

**Approval
of the
April Minutes**

11:00 a.m. Three Rivers Board of Trustees Luncheon, Employee Lounge, Westover Admin Building
12:00 p.m. Three Rivers Board of Trustees Meeting, Board Room, Westover Admin Building

A G E N D A
Wednesday, May 21, 2025
12:00pm

- I. Invocation and Pledge of Allegiance**
- II. Approval of Agenda and Minutes**
 - 1. Consideration and Approval of the May Agenda
 - 2. Consideration and Approval of Minutes from the April Board Meeting
- III. Consideration of College Financial Report**
 - 1. Statement of Revenues, Expenses, and Changes in Net Assets
 - 1. Monthly Financial Statements
 - 2. Budget to Actual Financial Statements
 - 2. Cash in Bank
 - 3. Certificates of Deposits
 - 4. Checks Issued
 - 5. Bid Report
- IV. President's Report**
- V. Executive Session** (Permissible under guidelines of MO Rev. Statute Section 610.021.1 Legal – Legal actions, causes of action or litigation involving a public governmental body and confidential and privileged communications between a public governmental body and its attorney; Section 610.021.2 – Real Estate – Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore; section 610.021.3 – Personnel – Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.)
- VI. Items for Consideration, Discussion, and Vote**
 - 1. Consideration and Approval of Employee Benefits

VII. Consideration and Approval of all Personnel Actions and Associated Documents

1. Acceptance of Employment
 - a) Emma Marion, Outreach Specialist, Educational Talent Search
2. Request for Resignation
 - a) Drake Dugas, Instructor, Welding
 - b) Courtney McNulty, Secretary, ACHIEVE Program
 - c) Chris Sipes, Part time, Science Lab Manager
3. Request for Retirement
 - a) Robert Jansen, Executive Director, Retail Operations

VIII. Appendix

1. Information Items
2. Upcoming Events
3. Recent Newspaper Articles

IX. FY25 Board of Trustees Meeting Dates

- Wednesday, June 18, 2025

X. Adjournment

**BOARD OF TRUSTEES
THREE RIVERS COLLEGE
April 16, 2025**

The regular meeting of the Board of Trustees began at 12:00 p.m. on Wednesday, April 16, 2025.

CALL TO ORDER

Those present included Trustees: Darren Garrison, Chair, Dr. Tim Hager, Vice-Chair, Dr. Amber Richardson, Secretary; Gary Featherston, Treasurer; Chris Williams, Member, and Eric Schalk, member; Dr. Wesley Payne, College President; Mark Richardson, College Attorney; and Melody Dolle-Ducote, recording secretary.

ATTENDANCE

Trustee Featherston delivered the invocation.

INVOCATION

Trustee Featherston made the motion to approve the April Meeting agenda. On a second from Trustee Schalk, the motion passed unanimously.

**APPROVAL OF THE
MEETING AGENDA**

Trustee Schalk made a motion to accept the February Board Meeting Minutes as presented. On a second by Trustee Richardson, the motion passed unanimously.

**APPROVAL OF THE
FEBRUARY BOARD
MEETING MINUTES**

Trustee Schalk nominated Dr. Wesley Payne as temporary Chairman and Melody Ducote as temporary Secretary to the Board of Trustees. With a second by Trustee Richardson, the motion passed unanimously.

**APPOINTMENT OF
TEMPORARY CHAIR AND
SECRETARY**

Trustee Schalk made the motion to reorganize the board and accept the slate of officers as follows:

**REORGANIZATION OF THE
BOARD**

Chair – Trustee Hager
Vice Chair- Trustee Richardson
Secretary – Trustee Featherston
Treasurer – Trustee Williams
Member – Trustee Schalk
Member- Trustee Garrison

With a second by Trustee Featherston, the motion passed unanimously. Trustee Hager assumed the Chair position.

Trustee Garrison made positive remarks about the last year as Chairman of the Board.

**COMMENTS FROM
RETIRING CHAIR**

Charlotte Eubank, Chief Financial Officer, reviewed the college financial report as of the end of January 2025. We have recognized 81% of budgeted revenues for the fiscal year. We have obligated 60% of our budgeted expenses 75% into the fiscal year.

PRESENTATION OF THE FINANCIAL REPORT

Trustee Richardson made the motion to accept the financial report as presented. With a second by Trustee Featherston, the motion passed unanimously.

APPROVAL OF FINANCIAL REPORT

Dr. Wesley Payne presented the upcoming events with the board and public audience:

PRESIDENT’S REPORT

Poplar Bluff Trivia Night was sponsored by the Three Rivers Endowment Trust. 18 teams raised over \$3500 for scholarships for Three Rivers College. Dr. Payne thanked Big Whiskey’s Restaurant in Poplar Bluff for providing the dinner and the event sponsor, Greenlight Dispensary.

POPLAR BLUFF TRIVIA NIGHT

The Career and Transfer Center held its open house for the Spring. This was a very well attended event, and many students were introduced to transfer opportunities and career opportunities.

CAREER AND TRANSFER CENTER OPEN HOUSE

Dr. Payne gave a detailed update on the tornado recovery and update on damage sustained from the storm to the Three Rivers College Campus and Farm in March. Three Rivers College will be supporting the Poplar Bluff R-1 School district by providing a place for their Alternative School to hold classes on our campus in the Tinnin Fine Arts Center until their buildings are repaired.

TORNADO RECOVERY

- Sally Ware and the Delta Four Art Exhibit
- Distinguished Alumni Reception honoring The Honorable Kacey Proctor April 23,2025
- Retirement Reception April 24
- Poetry Slam April 24
- TRC Community Choir Concert April 28
- Spring Concert May 6th
- Commencement May 9

UPCOMING EVENTS

At the conclusion of the President’s Report, Trustee Schalk made the motion to go into executive session at 12:22pm. On a second from Trustee Garrison, the board was polled as follows: Trustee Featherston, (yes); Trustee Richardson, (yes); Trustee Hager, (yes); Trustee Garrison, (yes); Trustee Schalk, (yes); and Trustee Williams, (yes).

MOVE TO EXECUTIVE SESSION

After executive session, the board was asked to approve the Board of Trustees meeting dates for the 2026 fiscal year. On a motion from Trustee Schalk and a second from Trustee Richardson, the board was polled as follows: Trustee Featherston, (yes); Trustee Richardson, (yes); Trustee Hager, (yes); Trustee Garrison, (yes); Trustee Schalk, (yes); and Trustee Williams, (yes).

ITEMS FOR DISCUSSION, CONSIDERATION AND VOTE

APPROVAL OF THE BOARD OF TRUSTEES MEETING DATES FOR FY26

The Board of Trustees were asked to approve the 2026 Fiscal Year Holiday Calendar with a motion from Trustee Featherston and a second from Trustee Garrison, the board was polled as follows: Trustee Featherston, (yes); Trustee Richardson, (yes); Trustee Hager, (yes); Trustee Garrison, (yes); Trustee Schalk, (yes); and Trustee Williams, (yes).

APPROVAL OF THE FY26 HOLIDAY CALENDAR

The board was asked to approve all personnel actions and associated documents. On a motion by Trustee Schalk, and a second by Trustee Garrison, the board was polled as follows: Trustee Featherston, (yes); Trustee Richardson, (yes); Trustee Hager, (yes); Trustee Garrison, (yes); Trustee Schalk, (yes); and Trustee Williams, (yes).

CONSIDERATION AND APPROVAL OF ALL PERSONNEL ACTIONS AND ASSOCIATED DOCUMENTS

With there being no further business, Trustee Featherston made the motion to adjourn at 2:23pm With a second by Trustee Garrison, the motion passed unanimously.

ADJOURNMENT

CHAIRMAN

APPROVAL DATE

SECRETARY

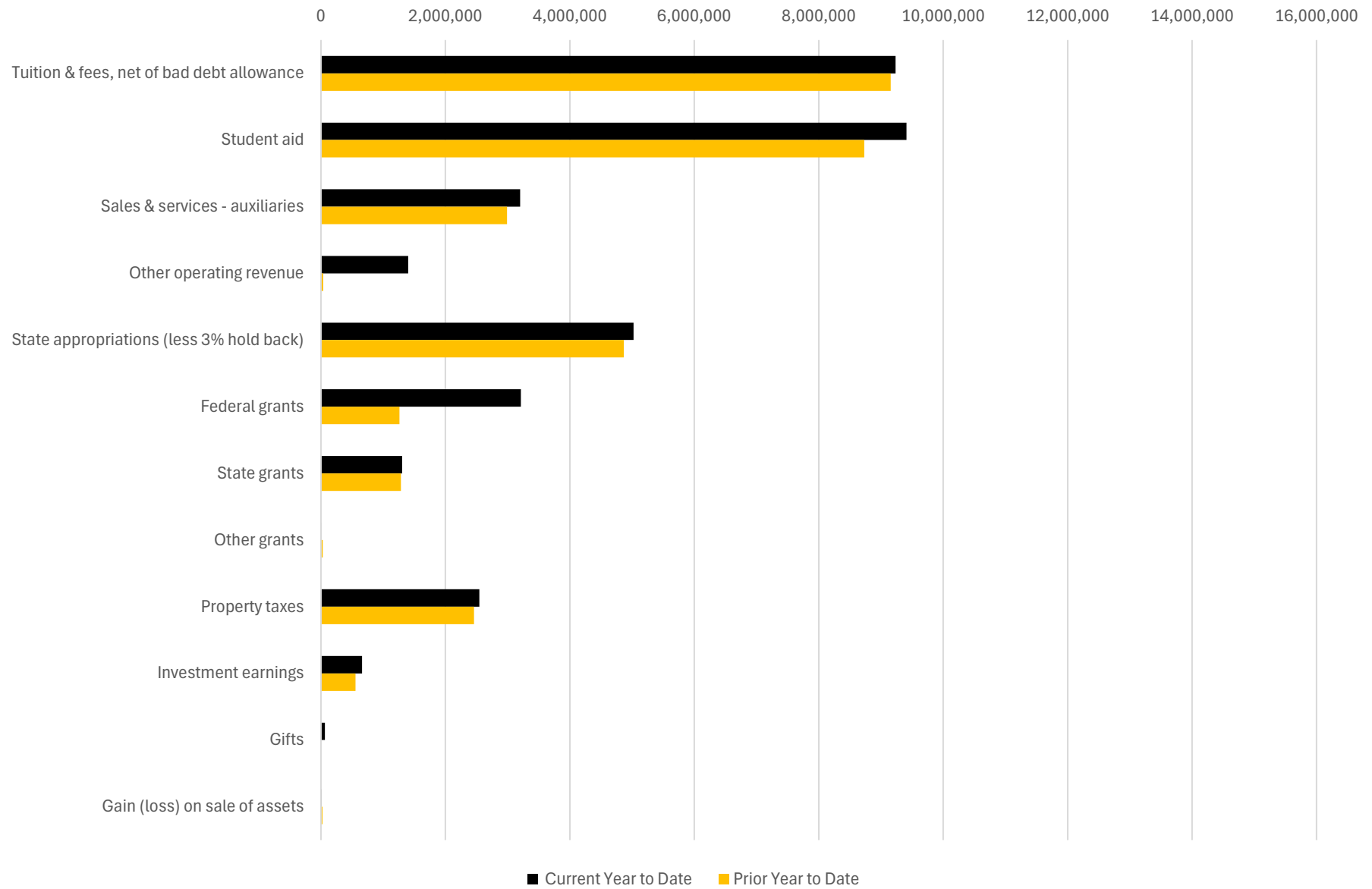
APPROVAL DATE



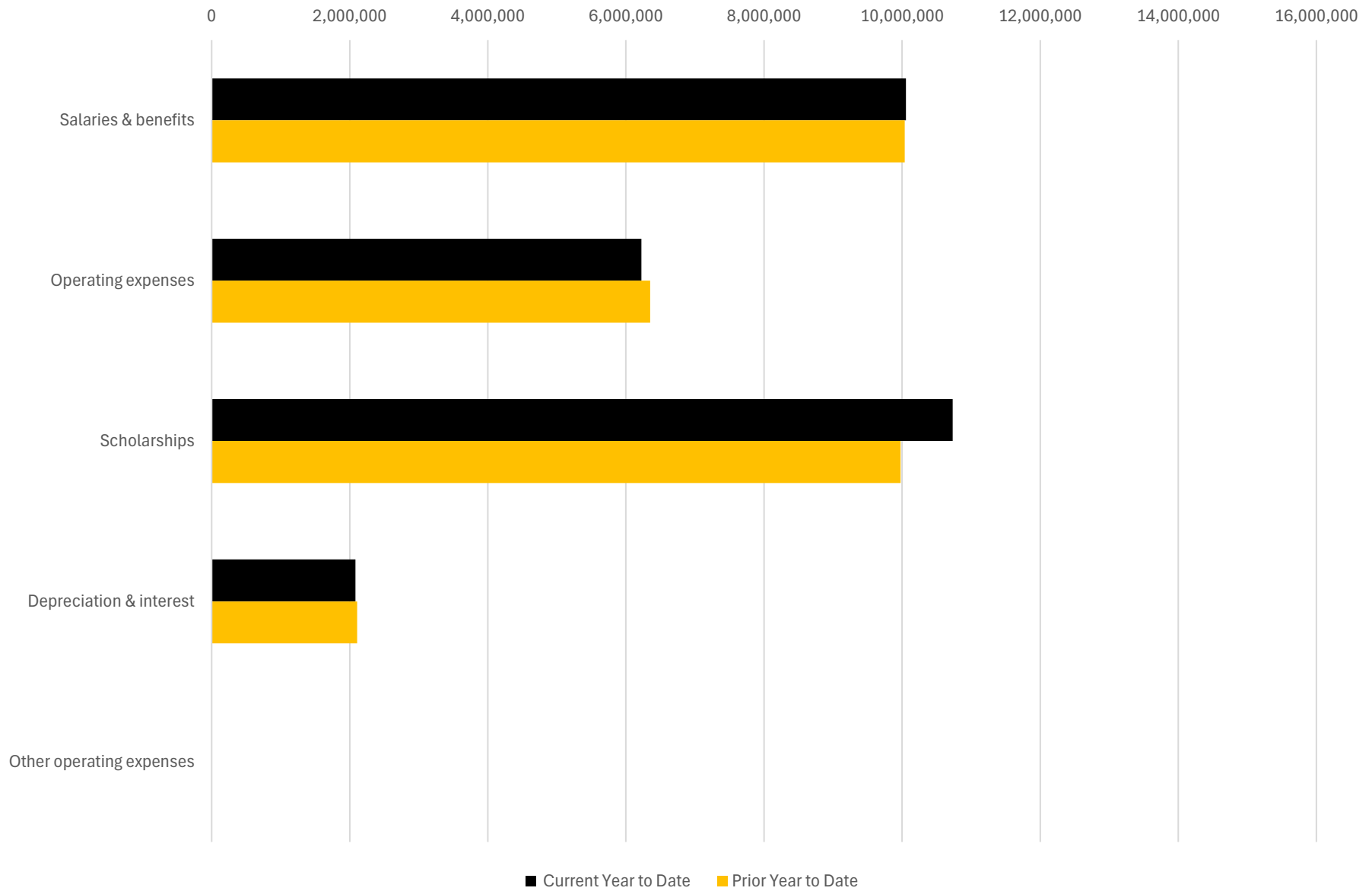
THREE RIVERS COLLEGE

PRESENTATION OF THE COLLEGE FINANCIAL REPORT

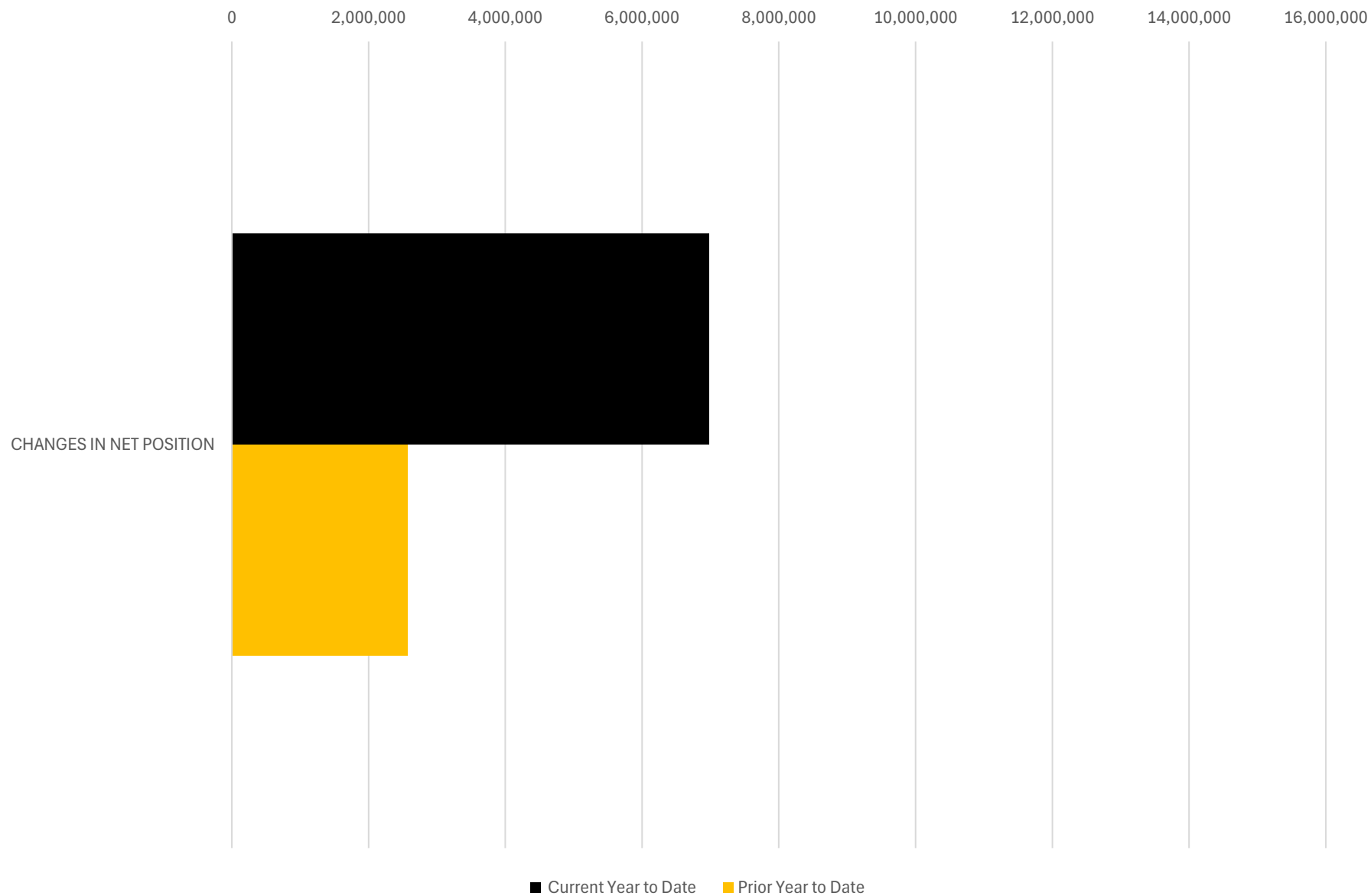
YTD Comparison to Previous Year 03/31/2025



YTD Comparison to Previous Year
03/31/2025



YTD Comparison to Previous Year
03/31/2025



Three Rivers College
Statement of Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
March 31, 2025

ASSETS AND DEFERRED OUTFLOWS

CURRENT ASSETS	
Cash & Cash Equivalents	21,014,909
Student Account Receivables, net	3,850,291
Property Tax Receivable	122,297
Other Receivables	9,152,825
Investments	499,144
Inventory	74,886
Prepaid Expenses	360,192
Total Current Assets	<u>35,074,545</u>
NON-CURRENT ASSETS	
Land	5,490,786
Capital assets	83,609,949
Plus: Current year additions to capital assets	2,803,034
Accumulated Depreciation	(41,412,003)
Unamortized Bond Issue Costs	0
Total Non-Current Assets	<u>50,491,766</u>
DEFERRED OUTFLOWS (Pensions, OPEB, Trusts, Leases)	<u>9,767,497</u>
 TOTAL ASSETS AND DEFERRED OUTFLOWS	 <u><u>95,333,808</u></u>

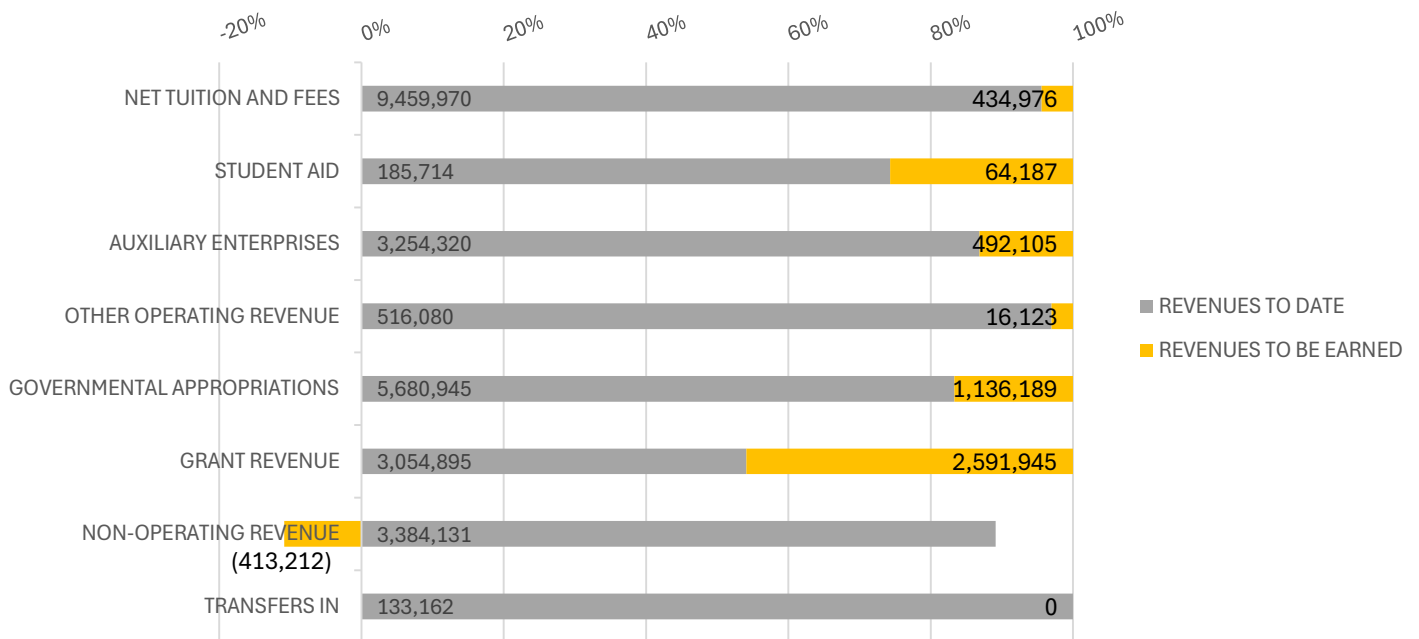
LIABILITIES, DEFERRED INFLOWS AND NET POSITION

CURRENT LIABILITIES	
Accounts Payable	614,408
Accrued Vacation	371,871
Student Deposits	34,430
Deferred Tuition & Fees	835,750
Scholarships	(190,225)
Total Current Liabilities	<u>1,666,234</u>
NON-CURRENT LIABILITIES	
Retirement Incentive Payable	0
Other Post Employment Benefits	14,015,451
Bonds, Notes and Leases Payable	6,885,708
Accrued Interest	0
Agency	555,438
Total Non-Current Liabilities	<u>21,456,597</u>
Total Liabilities	<u>23,122,831</u>
DEFERRED INFLOWS (Pensions, OPEB, Trusts, Leases)	<u>14,749,002</u>
NET POSITION	
Beginning Balance	50,484,148
Changes in Net Position	6,977,828
Total Net Position	<u>57,461,976</u>
TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION	<u><u>95,333,808</u></u>

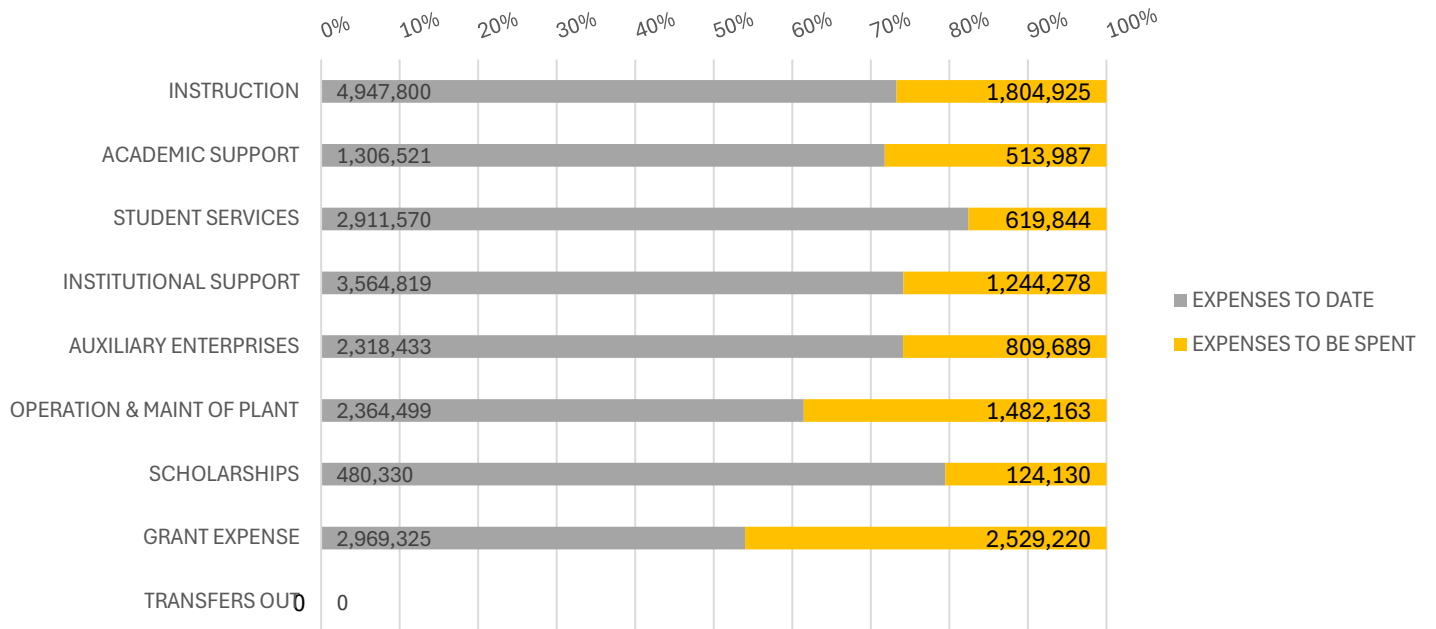
Three Rivers College
Statement of Revenues, Expenses and Changes in Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
March 31, 2025

	July	August	September	October	November	December	January	February	March	Current Year to Date	Prior Year to Date	\$ Change	% Change
OPERATING REVENUE													
Tuition & fees, net of bad debt allowance	4,761,191	398,337	(127,596)	1,483,457	906,704	1,280,110	490,480	(74,093)	118,110	9,236,701	9,157,484	79,216	0.87%
Student aid	143,821	16,423	4,356,838	409,675	197,421	153,619	13,187	3,892,321	225,573	9,408,877	8,731,537	677,340	7.76%
Sales & services - auxiliaries	959,689	345,419	180,266	355,168	195,592	525,909	225,598	136,385	277,460	3,201,486	2,991,064	210,422	7.04%
Other operating revenue	3,599	4,466	6,387	1,310,893	22,973	33,271	14,266	2,916	3,112	1,401,882	36,486	1,365,396	3,742.22%
Total Operating Revenue	5,868,301	764,645	4,415,895	3,559,192	1,322,690	1,992,909	743,531	3,957,528	624,256	23,248,946	20,916,572	2,332,374	11.15%
OPERATING EXPENSES													
Salaries & benefits	1,013,348	1,125,897	1,154,649	1,144,713	1,302,423	987,226	1,086,913	1,116,049	1,123,199	10,054,417	10,037,930	16,488	0.16%
Operating expenses	596,211	693,576	856,109	645,652	622,860	869,564	599,362	649,356	692,331	6,225,021	6,351,660	(126,639)	(1.99)%
Capital equipment	55,600	1,127,415	44,648	61,604	3,530	16,905	52,386	1,303,044	137,902	2,803,034	1,740,831	1,062,203	61.02%
Less: Transfer to capital assets	(55,600)	(1,127,415)	(44,648)	(61,604)	(3,530)	(16,905)	(52,386)	(1,303,044)	(137,902)	(2,803,034)	(1,740,831)	(1,062,203)	61.02%
Scholarships	217,686	58,097	4,818,037	519,520	250,943	177,717	47,161	4,359,850	284,516	10,733,527	9,976,310	757,217	7.59%
Depreciation & interest	231,606	227,671	221,512	222,927	224,154	223,056	216,908	290,396	222,705	2,080,935	2,108,324	(27,389)	(1.30)%
Other operating expenses	0	0	0	0	46	0	0	0	0	46	19	27	141.80%
Total Operating Expenses	2,058,851	2,105,240	7,050,307	2,532,812	2,400,425	2,257,563	1,950,345	6,415,651	2,322,751	29,093,945	28,474,242	619,703	2.18%
NON-OPERATING REVENUE (EXPENSES)													
State appropriations (less 3% hold back)	0	1,116,298	558,147	558,149	558,149	558,147	558,149	558,149	558,147	5,023,335	4,869,528	153,807	3.16%
Federal grants	72,197	1,070,568	141,264	134,545	198,087	113,232	138,847	1,205,138	138,700	3,212,578	1,263,408	1,949,170	154.28%
State grants	0	150,173	115,647	234,417	81,150	152,042	254,009	141,877	175,984	1,305,298	1,283,274	22,025	1.72%
Other grants	0	0	0	0	0	0	1,000	0	0	1,000	30,000	(29,000)	(96.67)%
Property taxes	18,510	26,700	18,831	9,840	42,197	398,053	1,635,671	285,082	108,873	2,543,756	2,460,038	83,717	3.40%
Investment earnings	53,584	115,579	70,895	50,045	117,094	41,366	49,314	106,525	56,445	660,848	554,645	106,202	19.15%
Gifts	0	1,000	8,177	26,500	0	0	0	29,000	0	64,677	(362,828)	427,505	(117.83)%
Gain (loss) on sale of assets	0	0	0	9,785	1,550	0	0	0	0	11,335	26,323	(14,988)	(56.94)%
Total Non-Operating Revenues (Expenses)	144,291	2,480,317	912,961	1,023,281	998,225	1,262,841	2,636,990	2,325,771	1,038,149	12,822,827	10,124,388	2,698,439	26.65%
CHANGES IN NET POSITION	3,953,741	1,139,722	(1,721,451)	2,049,661	(79,510)	998,186	1,430,176	(132,352)	(660,346)	6,977,828	2,566,718	4,411,110	171.86%

Budget to Actual Revenues 4/30/2025 (83%)



Budget to Actual Expenses 4/30/2025 (83%)



Three Rivers College
Statement of Revenues, Expenses and Changes In Net Position
Unrestricted Funds, Grants and Governmental Appropriations - Unaudited
April 30, 2025
Fiscal Year Benchmark: 83%

REVENUES	BUDGET	REVENUES TO DATE	REVENUES TO DATE %	REVENUES TO BE EARNED
NET TUITION AND FEES <i>Tuition, Student Registration Fees, Net of Bad Debt & Scholarship Allowances</i>	9,894,946	9,459,970	96%	434,976
STUDENT AID <i>Federal Pell, Student Loans, SEOG, ACG, Work Study</i>	249,901	185,714	74%	64,187
AUXILIARY ENTERPRISES <i>Housing, Bookstore, Testing & Assessment, Tinnin Center Operations, License Bureau Rental</i>	3,746,425	3,254,320	87%	492,105
OTHER OPERATING REVENUE <i>Athletic Ticket Sales, Fines, Transcript Fees, Other Income</i>	532,203	516,080	97%	16,123
GOVERNMENTAL APPROPRIATIONS <i>State Aid, State Maint. & Repair</i>	6,817,134	5,680,945	83%	1,136,189
GRANT REVENUE <i>State Grants, Federal Grants</i>	5,646,840	3,054,895	54%	2,591,945
NON-OPERATING REVENUE <i>Taxes, Interest Earnings, Gifts</i>	2,970,920	3,384,131	114%	(413,212)
TRANSFERS IN <i>General funds-prior year transfers in (Reserves), current year transfers from capital</i>	133,162	133,162	100%	0
TOTAL REVENUES	29,991,531	25,669,219	86%	4,322,313

NOTE: We have recognized 86% of budgeted revenues. We have recognized 96% of our budgeted revenues from tuition and fees, comprised of a portion of summer 2024, fall 2024, spring 2025, and a portion of summer 2025, net of estimated bad debt. The operating budget includes transfers in from prior year reserves to support one-time projects which do not meet criteria for inclusion in the capital budget, as amended.

EXPENSES	BUDGET	EXPENSES TO DATE	EXPENSES TO DATE %	EXPENSES TO BE SPENT
INSTRUCTION <i>Business, Education, Math, Science, Technology, Humanities, Social Science, Health & Human Services</i>	6,752,725	4,947,800	73%	1,804,925
ACADEMIC SUPPORT <i>Academic Resource Commons, Academic Outreach Services, Career Education, Off Campus Center Support</i>	1,820,508	1,306,521	72%	513,987
STUDENT SERVICES <i>Recruiting, Enrollment Services, Advising, Retention, Financial Aid, Student Life, Athletics, Disability Services</i>	3,531,414	2,911,570	82%	619,844
INSTITUTIONAL SUPPORT <i>Board of Trustees, Executive Management, Financial Services, Human Resources, Technology, Communications</i>	4,809,097	3,564,819	74%	1,244,278
AUXILIARY ENTERPRISES <i>Housing, Bookstore, Tinnin Center Operations, Testing & Assessment, License Bureau Rental</i>	3,128,122	2,318,433	74%	809,689
OPERATION & MAINT OF PLANT <i>Maintenance, Custodial, Groundskeeping, Campus Safety, Utilities, Insurance, Mail Services</i>	3,846,662	2,364,499	61%	1,482,163
SCHOLARSHIPS <i>Institutional Scholarships, Federal Student Aid Disbursed, Tuition Remission</i>	604,460	480,330	79%	124,130
GRANT EXPENSE <i>State Grants, Federal Grants</i>	5,498,545	2,969,325	54%	2,529,220
TRANSFERS OUT <i>General funds-current year transfers to capital</i>	0	0	0%	0
TOTAL EXPENSES	29,991,531	20,863,297	70%	9,128,234

NOTE: We have obligated 70% of our budgeted expenses at 83% into the fiscal year. April payroll is INCLUDED and credit card expenses are NOT INCLUDED as they were not yet available at the time of this report. . Budgeted increase in Net Position is a result of awarded funding sources exceeding estimates, as amended.

CHANGES IN NET POSITION	0	4,805,922
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Three Rivers College
Capital Budget - Unaudited
April 30, 2025
Fiscal Year Benchmark: 83%

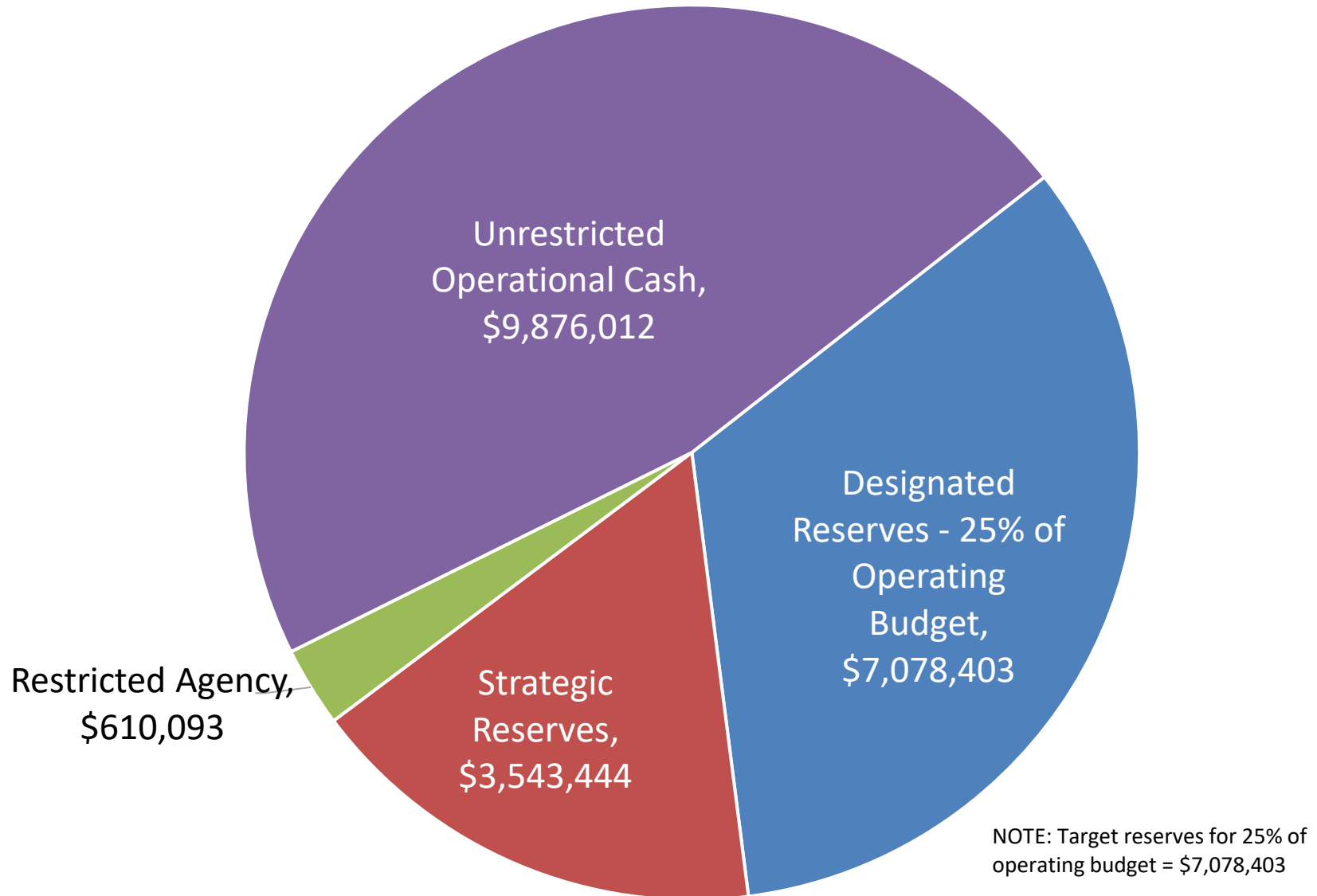
	FUNDING SOURCES	SOURCES TO			
		BUDGET	DATE	DATE %	SOURCES TO BE EARNED
RESTRICTED					
	<i>State appropriations</i>	10,000,000	0	0%	10,000,000
	<i>Insurance proceeds</i>	1,089,552	5,519	1%	1,084,033
	<i>ARPA grant proceeds</i>	2,000,000	2,000,000	100%	0
UNRESTRICTED					
	<i>General funds - prior year transfers in (Reserves)</i>	2,077,856	234,683	11%	1,843,173
	<i>General funds - current year transfers in</i>	0	0	#DIV/0!	0
TOTAL FUNDING SOURCES		15,167,408	2,240,202	15%	12,927,206
	USES OF FUNDS	USES TO DATE			
		BUDGET	USES TO DATE	USES TO DATE %	USES UNSPENT
	<i>Campus improvements</i>	250,000	0	0%	250,000
	<i>Westover Administration Building repairs</i>	350,000	0	0%	350,000
	<i>Libla Family Sports Complex</i>	450,000	50,125	11%	399,875
	<i>Baseball Clubhouse</i>	266,000	0	0%	266,000
	<i>Bess Activity Center repairs</i>	1,089,552	5,519	1%	1,084,033
	<i>2509 Three Rivers Blvd (former license bureau)</i>	20,000	0	0%	20,000
	<i>Student Housing</i>	10,194,369	0	0%	10,194,369
	<i>Public safety remodel</i>	50,000	0	0%	50,000
	<i>Fleet vehicles</i>	92,487	92,487	100%	0
	<i>Dexter external location purchase</i>	1,503,581	1,201,293	80%	302,288
	<i>CDL training center purchase</i>	901,420	890,779	99%	10,641
TOTAL EXPENSES		15,167,408	2,240,202	15%	12,927,206
NET SURPLUS (DEFICIT)		0	0		

**THREE RIVERS COMMUNITY COLLEGE
CASH IN BANKS**

May 1, 2025

	<u>04/01/25</u>	<u>05/01/25</u>
CURRENT FUND		
<i>Cash Funds</i>		
Bookstore	600.00	600.00
Petty Cash	200.00	200.00
Vending Machines	137.00	137.00
Business Office	2,488.00	2,488.00
<i>Total Cash Funds</i>	<u>3,425.00</u>	<u>3,425.00</u>
<i>General Accounts</i>		
Southern Bank - General Funds	10,220,253.83	9,726,625.72
Southern Bank - Credit Cards	61,127.42	92,171.05
<i>Total General Accounts</i>	<u>10,281,381.25</u>	<u>9,818,796.77</u>
<i>Restricted Bank Accounts</i>		
Payroll Account - Southern Bank	27,776.43	50,416.36
Federal Clearing Account	-	3,374.02
<i>Total Restricted Accounts</i>	27,776.43	53,790.38
TOTAL CURRENT FUND	<u><u>10,312,582.68</u></u>	<u><u>9,876,012.15</u></u>
PLANT FUND		
<i>General Accounts</i>		
Plant Fund - Southern Bank	5,274,114.69	5,291,233.10
<i>Total Bank Accounts</i>	<u>5,274,114.69</u>	<u>5,291,233.10</u>
<i>Certificates of Deposit</i>		
People's Community Bank #0625	5,330,613.80	5,330,613.80
<i>Total Certificates of Deposit</i>	<u>5,330,613.80</u>	<u>5,330,613.80</u>
TOTAL PLANT FUND	<u><u>10,604,728.49</u></u>	<u><u>10,621,846.90</u></u>
AGENCY FUND		
<i>Bank Accounts</i>		
Agency Account - Southern Bank	630,262.69	610,093.41
<i>Certificates of Deposit</i>		
Restricted CD's & Savings	-	-
TOTAL AGENCY FUND	<u><u>630,262.69</u></u>	<u><u>610,093.41</u></u>

**TOTAL CASH IN CHECKING AND CERTIFICATES OF DEPOSIT
\$21,107,952 AS OF 05/01/2025**



THREE RIVERS COLLEGE
CERTIFICATE OF DEPOSIT

CERTIFICATES OF DEPOSIT AS OF April 30, 2025

<u>CD#</u>	<u>BANK</u>	<u>RATE</u>	<u>DATE</u>	<u>TERM</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
8070625	People's Community Bank	4.70	05/20/25	3 mths	5,330,613.80	Contingency

Total Contingency Fund

5,330,613.80

SCHOLARSHIP/ENDOWMENT CERTIFICATES AS OF April 30, 2025

<u>CD#</u>	<u>BANK</u>	<u>RATE</u>	<u>DATE</u>	<u>TERM</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
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Total Agency Fund CD's

\$ -

Three Rivers College
CD Report
As of April 30, 2025

Investment CDs

Bank Account Interest Rate

Bank	Account	Interest Rate
Southern Bank	all except Federal Funds	91-day T-bill minus 40 basis points

CDs Maturing

Bank	Certificate Number	Endowment	Maturity Date	Amount
Total				-

Responses

<u>Bank</u>	<u>Term</u>	<u>Rate</u>	<u>APY</u>	<u>Amount</u>	<u>Type of Investment</u>
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CDs Transferred

Endowment CDs Redeemed for Investment

CDs Maturing

Bank	Certificate Number	Endowment	Amount
Total			-

Endowment CDs Transferred to Endowment Trust
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CDs Maturing

Bank	Certificate Number	Endowment	Amount
Total			-

THREE RIVERS COMMUNITY COLLEGE
Summary of Checks Issued
Months of April 2025

Current Fund:	General Fund - Southern Bank	\$ 1,444,952.40
Housing Fund:	Rivers Ridge - Southern Bank	-
Plant Fund:	Construction Account - Southern Bank	-
Agency Fund:	Agency Account - Southern Bank	<u>24,129.99</u>
	Grand Total	<u><u>\$ 1,469,082.39</u></u>

This is to certify that the above is supported by invoices, purchase orders, and other pertinent data on file in the College Business Office. Approved by the Board of Trustees, this 21st day of May 2025.

_____ Chairman, Board of Trustees

_____ Secretary, Board of Trustees

**THREE RIVERS COMMUNITY COLLEGE
BID REPORT
AS OF MAY 8, 2025**



THREE RIVERS COLLEGE

Consideration and Approval of the College Financial Report



THREE RIVERS COLLEGE

President's Report



THREE RIVERS COLLEGE

Motion to move into Executive Session

Executive Session

**Motion to move out of
Executive Session**



THREE RIVERS COLLEGE

Items for Consideration, Discussion and Vote

CONSIDERATION OF BENEFITS FOR FISCAL YEAR 2026

BACKGROUND INFORMATION

The college has been with the Missouri Health Education Group (MEHG) consortium since July 1, 2017. The group went out to bid for the upcoming FY26 plan year which led the consortium to look at other options. The group considered the need for stability of coverage and safety in numbers to maintain the best benefits for our employees as well as the member districts, that did not result in massive cost increases.

Based on the review process, the MEHG group voted to consolidate with the Missouri Educators' Trust (MET) consortium. The MET consortium offers medical coverage with Anthem as the carrier. They also offer dental, vision, life, and voluntary products with carrier MetLife.

RECOMMENDATION

1. Approve the move to the MET consortium, effective July 1, 2025.
 - Continue with a PPO plan as the base plan with 100% employee premium paid by the college at \$732.00 PEPM.
 - Continue to offer an H.S.A. plan. The difference in premium cost from the base PPO plan will continue to be credited to the H.S.A. account of participants at \$59.00 per month.
 - Continue to offer a PPO buy-up plan to employees at a cost to the employee per month of \$72.00.
 - Offer a new H.S.A. option with a lower deductible. This plan will be a cost to the employee of \$61.00 per month.
2. Approve to offer dental coverage through the MET consortium. Dental rates increased over FY25. The premium cost for FY26 is \$33.72 per month. The cost of the dental coverage will be split 50/50 between the college and the employee - \$16.86 each per month.
3. Approve to offer vision coverage with the MET consortium through MetLife. The premium cost paid by the college is \$7.61 PEPM.
4. Approve the continuation of college paid life insurance for FY26 with MetLife as the carrier. Life rates will not change for FY26 - \$2.10 PEPM.
5. Approve the continuation of voluntary products as offered with the MET consortium. There is no financial impact to the college as this is a voluntary benefit.
6. Approve the continuation of a Premium Only Cafeteria Plan with the MET consortium.
7. Approve the COBRA/Retiree billing service with the MET group. Finalization of services pending.
8. Approve to discontinue the Health Reimbursement Account (HRA), effective June 30, 2025. TASC is the carrier for this reimbursement service.

05.21.25



THREE RIVERS COLLEGE

Consideration and Approval of all Personnel Actions and Associated Documents

Consideration of Personnel Action
Employment of Personnel
Outreach Specialist/Educational Talent Search

PERSONNEL DATA SHEET

_____ Administrative Officer

_____ Professional Staff

_____ Faculty

X Support Staff

X Federal Program: Grant funded position – Department of Education

_____ Special Program _____

NAME: Emma Marion

POSITION TITLE: Outreach Specialist/Educational Talent Search

SALARY: \$16.00

FULL-TIME X PART-TIME: _____

9 months _____ 10 months X 11 months _____ 12 months _____

Other: Grant funded position

STARTING DATE: August 1, 2025

QUALIFICATIONS:

<u>Degree</u>	<u>Ed. Institution</u>	<u>Major</u>
AAT	Three Rivers College Poplar Bluff, MO	Elementary Education
BS (July 2025)	Southeast Missouri State University Cape Girardeau, MO	Psychology

<u>EXPERIENCE</u>		
2015 – present	The Marions Photography Poplar Bluff, MO	Owner/Manager
2013 – 2016	Poplar Bluff R-1 School District Poplar Bluff, MO	Teacher's Assistant/Early Childhood

05.21.25

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation
Instructor, Welding

BACKGROUND INFORMATION **HISTORY**

Mr. Drake Dugas has been employed as the Instructor for Welding since August 2023. He has submitted his request for resignation, effective July 17, 2025.

FINANCIAL IMPLICATIONS

This is a full-time, twelve-month faculty position.

ADMINISTRATIVE RECOMMENDATION

Accept Mr. Dugas's resignation and proceed with review of the position and the appropriate replacement process.

05.21.25

5/7/2025

Drake Dugas

94 Meridian Ln

Poplar Bluff, M.O. 63901

Notice of Resignation from Employment at Three Rivers College.

Dear Will Cooper,

I am writing to formally resign from my position as Welding Instructor at Three Rivers College. My last day to work will be July 17th.

I want to express my gratitude for the opportunity, support and guidance I've received during these last two years. It has been a pleasure working with you and the college team.

Please let me know how I can assist in making the transition as smooth as possible.

Sincerely,

Drake Dugas

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation
Secretary, ACHIEVE

BACKGROUND INFORMATION **HISTORY**

Ms. Courtney McNulty has been employed as the Secretary for ACHIEVE since January 2023. She has submitted her request for resignation, effective May 25, 2025.

FINANCIAL IMPLICATIONS

This is a full-time, grant-funded staff position.

ADMINISTRATIVE RECOMMENDATION

Accept Ms. McNulty's resignation and proceed with review of the position and the appropriate replacement process.

05.21.25

April 11, 2025

Dear Davina,

I am writing to formally resign from my position as Administrative Assistant of the Achieve program at Three Rivers College effective May 25, 2025.

I have enjoyed my time here and am grateful for the opportunity to grow professionally and personally. The experience and skills I've gained will undoubtedly help me in the future. However, after careful consideration, I have decided it is time for me to pursue my degree full time. Thank you again for the support and opportunities you have provided me during my time here.

Sincerely,

Courtney McAnulty

A handwritten signature in black ink that reads "Courtney McAnulty". The script is cursive and fluid, with the first name "Courtney" and last name "McAnulty" clearly legible.

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Resignation
Part-time Science Lab Manager

BACKGROUND INFORMATION **HISTORY**

Ms. Louise (Chris) Sipes has been employed as the Part-time Science Lab Manager since February 2024. She has submitted her request for resignation, effective May 16, 2025.

FINANCIAL IMPLICATIONS

This is a part-time, institutionally funded position.

ADMINISTRATIVE RECOMMENDATION

Accept Ms. Sipes's resignation and proceed with review of the position and the appropriate replacement process.

05.21.25

Louise "Chris" Sipes
6259 US Highway 160E
Fairdealing, MO 63939
573-429-0248
csipes@windstream.net

April 29, 2025

Three Rivers College
Three Rivers Boulevard
Poplar Bluff, MO 63901

To Whom It May Concern:

I would like to inform you that I am resigning from my position as Part Time Lab Manager. I am resigning on May 16th, 2025

Thank you for allowing me to be lab manager for the past year and three months. I have enjoyed working at TRC and am grateful for the opportunity to work here.

Thank you again for the opportunity,

Sincerely,

A handwritten signature in cursive script that reads "Louise 'Chris' Sipes".

Louise "Chris" Sipes

CONSIDERATION OF PERSONNEL ACTION

Acceptance of Request for Retirement
Executive Director of Retail Operations

BACKGROUND INFORMATION

HISTORY

Mr. Robert Jansen has been employed full-time with the College since September 2010. Mr. Jansen has served the College Store as the Executive Director of Retail Operations. He has submitted his verbal request for retirement, effective July 1, 2025.

FINANCIAL IMPLICATIONS

This is a full-time, institutionally funded staff position.

ADMINISTRATIVE RECOMMENDATION

Accept Mr. Jansen's request for retirement and proceed with review of the position and the appropriate replacement process.

05.21.25



THREE RIVERS COLLEGE

APPENDIX

THREE RIVERS COLLEGE STUDENTS REGULATION

Section: 2000 Students	
Sub Section: 2700 Financial Aid	
Title: SR 2740 Student Rights and Responsibilities	Page 1 of 4
Primary Policy: SP 2610 Student Code of Conduct	
Associated Policies: SP 2710 Financial Aid Programs; IP 6102 Transfer Credit; GAP 1101 Debts to the College; GAP 1130 Request for College Documents; SP 2215 Student Residency; GAP 1200 Equal Opportunity	
Associated Regulations: SR 2610 Student Conduct; ITR 8100 Acceptable Use; SR 2310 Drop/Withdrawal Procedures; HSR 5110 Communicable Diseases; IR 6310 Classroom Attendance; FR 3107 College Store Learning Materials; GAR 1206 Alcohol/Drug-free Work/Learning Place; SR 2415 Confidentiality of Student Records; SR 2750 Return of Title IV Information; FR 3109 Student Refunds; SR 2760 Financial Aid Satisfactory Academic Progress	
References: Federal Title IV; Title IV Financial Aid Programs; MO HB 1606 (2018)	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer	
Initial Approval: 02-15-2017	Last Revision: 05-21-2025

Three Rivers College offers a variety of services to help our students benefit from their college experiences. We believe that no student should be denied a college education due to lack of funds. The college makes available to students a variety of scholarships, grants, work opportunities, and loans. Awards vary depending on the cost of attendance and financial circumstances of students and their families.

As a recipient of federal student aid, students have certain rights and responsibilities they should exercise. Knowing them will put students in a better position to make decisions about their educational goals and how to achieve them.

As a Three Rivers College student, you have the right to know:

- a right to have your information protected by the Family Educational Rights and Privacy Act (FERPA). For the student's protection, FERPA limits release of student record information without the student's consent.
- what financial aid programs are available;
- description of the various programs listed on the financial aid offer letter;
- the deadlines for submitting applications for each available financial aid programs;
- how financial aid will be distributed, how decisions on that distribution are made, and the basis for these decisions;
- how your financial need was determined. This includes how costs for tuition and fees, room and board, transportation, books and supplies, etc., are considered in their estimated cost of attendance;
- what resources (such as student and parental contribution, other financial aid, etc.) were considered in the calculation of their need;
- how much of their financial need, as determined by the institution, has been met;

THREE RIVERS COLLEGE

STUDENTS REGULATION

Section: 2000 Students	
Sub Section: 2700 Financial Aid	
Title: SR 2740 Student Rights and Responsibilities	Page 2 of 4
Primary Policy: SP 2610 Student Code of Conduct	
Associated Policies: SP 2710 Financial Aid Programs; IP 6102 Transfer Credit; GAP 1101 Debts to the College; GAP 1130 Request for College Documents; SP 2215 Student Residency; GAP 1200 Equal Opportunity	
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References: Federal Title IV; Title IV Financial Aid Programs; MO HB 1606 (2018)	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer	
Initial Approval: 02-15-2017	Last Revision: 05-21-2025

- the Federal Return of Title IV funds and the school's refund policy;
- what portion of the financial aid received must be repaid, and what portion is grant aid;
- if the aid they are receiving is a loan, student has the right to know the interest rate on the loan, the total amount that must be repaid, the repayment procedures, the length of time for repayment of the loan, and when repayment begins;
- how the institution determines whether students are making satisfactory progress, and what happens if they are not;
- how to decline having Title IV aid credited to institutional or prior year charges.

Students have the responsibility to:

- be courteous and considerate when communicating with Financial Aid.
- complete all application forms accurately and submit them on time to the appropriate office;
- provide correct information. In most instances, misreporting information on financial aid application forms is a violation of law and may be considered a criminal offense that could result in indictment under the U.S. Criminal Code;
- submit all additional documentation, corrections, and/or new information requested by either the financial aid office or the agency to which their application was submitted;
- read and understand all forms that they are asked to sign, and maintain copies for their records;
- accept responsibility for all agreements that they sign;
- perform the work that is agreed upon in accepting a Federal Work-Study offer;
- be aware of and comply with the deadlines for application or reapplication for aid;
- be aware of the Return of Title IV Funds policy and receive sample cases and be aware that upon withdrawing or dropping to below half-time status, it is possible that a portion of any aid received may have to be repaid.

THREE RIVERS COLLEGE STUDENTS REGULATION

Section: 2000 Students	
Sub Section: 2700 Financial Aid	
Title: SR 2740 Student Rights and Responsibilities	Page 3 of 4
Primary Policy: SP 2610 Student Code of Conduct	
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References: Federal Title IV; Title IV Financial Aid Programs; MO HB 1606 (2018)	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer	
Initial Approval: 02-15-2017	Last Revision:05-21-2025

- be aware of the school's refund procedures;
- complete an Entrance Interview, if you are first-time borrowers;
- complete an Exit Interview if you are a loan borrower and are terminating enrollment or registering as less than a half-time student (at least six credit hours per semester);
- maintain current and correct Permanent Home and Mailing addresses in SIS

For additional information regarding additional required Title IV Disclosure information, please visit the Three Rivers College Website on [Consumer Information](#).

THREE RIVERS COLLEGE STUDENTS REGULATION

Section: 2000 Students	
Sub Section: 2700 Financial Aid	
Title: SR 2740 Student Rights and Responsibilities	Page 4 of 4
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References: Federal Title IV; Title IV Financial Aid Programs; MO HB 1606 (2018)	
Supersedes: NA	
Responsible Administrator: Chief Student Services Officer	
Initial Approval: 02-15-2017	Last Revision: 05-21-2025

DOCUMENT HISTORY:

- 02-15-2017:** Initial approval of regulation SR 2740 Student Rights and Responsibilities.
- 08-19-2020:** Addition of Title IV compliance items, as well as associated regulations and references for clarification.
- 05-21-2025:** Updated to clarify current student rights and responsibilities.

The Three Rivers College Board of Trustees authorizes the College to participate in and maintain compliance with financial aid programs for eligible students. As approved by applicable governing agencies, Three Rivers College adheres to strict guidelines in keeping with all Federal and State governing agency programs, as well as public and private student aid programs.

The Three Rivers College Board of Trustees authorizes the College to participate in and maintain eligibility in Federal Financial Aid Programs through Title IV. Students are required to complete the Free Application for Federal Student Aid (FAFSA) form for those federal aid programs for which it is required by the governing agency. The College maintains accurate records, completes applicable filing with the federal agencies in a timely fashion, distributes required consumer information to appropriate individuals, and distributes funds to eligible students. Eligible students are monitored to ensure Financial Aid satisfactory academic progress (FASAP) is maintained for financial aid eligibility as defined in College Regulation SR 2760 Financial Aid Satisfactory Academic Progress.

The Federal Work Study program is offered through Three Rivers College to provide enrolled students who are eligible, an opportunity to hold a part-time job when funds and positions are available. Work Study students are paid no less than the legal minimum wage. The Work Study Program is administered by the Office of Financial Aid.

The Board of Trustees authorizes the College to participate and maintain eligibility in all State of Missouri financial assistance programs as approved by applicable governing agencies. Students must complete the Free Application for Federal Student Aid (FAFSA) form for those state financial aid programs for which it is required by the governing agency. The College shall maintain accurate records, complete appropriate filing with the State of Missouri agencies in a timely fashion and distribute funds to eligible students.

Three Rivers College shall certify enrolled veterans, survivors, and dependents under Title 38 of the U.S. Code as well as reservists under Title 10 of the U.S. Code. The Office of Financial Aid provides assistance to the following applicants in applying for benefits through the appropriate agencies:

- Veterans eligible for benefits under the G.I. Bill,
- Dependents or spouses of disabled or deceased veterans,
- Students who are members of the Selected Reserves,
- Veterans eligible for Vocational Rehabilitation and
- Veterans who qualify for the VA Work Study program.

The College administers third party scholarships. The FAFSA is required based on the chartering documents of the third-party scholarship.

The College offers institutional scholarships to eligible students. Students may be required to complete the Free Application for Federal Student Aid (FAFSA) to be considered. International Students are not required to complete the FASFA.

For additional information regarding Financial Aid Programs and student scholarships that are available to eligible Three Rivers College students contact the Office of Financial Aid.

DOCUMENT HISTORY:

- 02-15-2017:** Initial approval of policy SP 2710 Financial Aid Programs.
- 08-23-2017:** Updated to include SR 2760 Financial Aid Satisfactory Academic Progress.
- 01-20-2021:** Clarification regarding completing of the Free Application for Student Aid (FAFSA) Form for students being considered for institutional scholarships.
- 05-21-2025:** Minor edits to clarify procedures described herein regarding College operations.

UPCOMING EVENTS

Annie Auditions: 4-7 p.m. May 29-31, Tinnin. Be part of the Center Stage production of Annie! This Broadway-style show is being directed by Suzy Abney. Ages 6 and up are welcome to audition, there are parts available for children and adults. Performances of the show will be September 5-6 and 12-14, also in the Tinnin Fine Arts Center. Find out more and complete the [audition form](#) at trcc.edu/events/annie-auditions.

12th Annual Three Rivers Golf Tournament: 1 p.m. June 20, Westwood Hills Country Club. \$150 per individual. The four-person, shotgun start tournament includes lunch before hand and a reception from 5:30-7:30 p.m., which will include a shrimp boil. All proceeds benefit the Three Rivers Annual Fund. Sponsorship opportunities are available.

Annual Children's Drama Camp: July 14-18, July 21-25, July 28 to Aug. 1, Tinnin. \$75. Bigger than ever, the Annual Three Rivers College Children's Theater Drama Camp now has three sessions for campers to choose from. Each camp runs from 9 a.m. to 12 p.m., with a performance at 11 a.m. on the final day of each camp. Limited sports are available, register at trcc.edu/events.

For the most current information on upcoming events, view the College Calendar at trcc.edu/events.



THREE RIVERS COLLEGE

DAR Articles
April 8 – May 14

April 8 – Proctor is TRC awardee
April 8 – Lady Raiders have successful run
April 19 – PALMER COMES FULL CIRCLE: Area major-league pitcher coaches at Cape Central
April 22 – Inman, Hudson honored by TRC
April 22 – TRC choir to perform April 28
April 22 – HAMPTON IS ALL-AMERICAN: TRC guard named to NJCAA third-team
April 22 - Lady Raiders split with State Fair
**April 23 – TRC hosts Sally Ware and the Delta Four
**April 25 – Distinguished Alumnus Kacey Proctor
April 26 – Proctor accepts Distinguished Alumni Award
April 26 – TRC hosts athletic dinner
**May 2 – TRC presents Excellence in Teaching awards
**May 2 – Seven Lady Raider basketball players to play at four-year level
May 3 – TRC ALL-AMERICAN: Thompson, Wells, Weaver, Rease earn accolades
May 3 – Seven Lady Raiders head to four-years
May 8 – Three more TRC players commit
May 10 – 2025 GRADS CAME FROM ALL BACKGROUNDS TO TRC: Many paths, One Destination
May 10 - 2025 GRADS CAME FROM ALL BACKGROUNDS TO TRC: Where the journey takes you matters most
May 10 – ‘TERRIFIC 12’ TAKE FINAL BOW: TRC sophomores bid farewell after wins, records
**May 14 – Hufford to cheer for Three Rivers

** - online only e-edition



THREE RIVERS COLLEGE

ADJOURNMENT

CHAIRMAN AND SECRETARY

PLEASE SEE RECORDING SECRETARY FOR PAPERWORK